

**Detroit Workforce Development Department
Michigan Works! Agency
Workforce Development Board
HOST: Detroit's Work Place
455 W. Fort Street
Detroit, MI 48202**

**Friday, July 8, 2005
8:00 a.m.**

FULL BOARD MEETING MINUTES

**I. Call to OrderTom Goss, Chairman
Goss, LLC.**

Mr. Goss welcomed members and guests and called the meeting to order. A motion to accept the agenda and approve the minutes was not made, as a quorum was not established. The Healthcare Committee was added to the draft agenda.

**II. Director's Report.....Cynthia A. Bell
Deputy Director, Detroit Workforce Development Department - MWA**

Workforce Investment Act ("WIA")

Ms. Bell reported that since there was no WIA Request for Proposals issued ("RFPs") for this year, a review of contractors was done for a re-determination of continued funding. All contracts that have been renewed for July 1, 2005 have been submitted downtown for further processing and subsequent payment.

Grant for Returning Citizens

The Detroit Workforce Development Department ("DWDD") is part of a consortium of community and faith-based organizations that will be applying for a grant from the Department of Labor. The grant is for returning citizens, which will be due in Washington on Wednesday, July 13, 2005. The group has been meeting over the past several weeks and has elected Transition of Prisoners (TOPS) to write the grant application. DWDD will be working directly with them. The grant is anywhere from \$600,000 to \$1,000,000 and will serve 400 returning citizens.

Work First ("WF")

All Work First RFPs have been issued and bidder responses are due to DWDD on or before Monday, July 11, 2005. DWDD expects to receive at least 80 applications. The program will begin October 1, 2005.

Mid-Year Review

Current contractor determination status with respect to performance levels will go before the Workforce Development Board's ("WDB") Contract Management Committee over the next couple of weeks. It was noted that WF contractors are doing well in terms of performance. DWDD has received an evaluation from the Department of Human Services ("DHS"), which will also be included in the mid-year reviews. DHS has a relationship with the contractors and it will be regarded as a second opinion.

Closure of a One-Stop Service Center

The Greenfield/Grand River One-Stop site was closed as of June 30, 2005. DWDD is looking for another location to serve that area's customers. Space is a major issue. There are two possible sites under review:

- Bloomberg Building (Six Mile & Hubbell – near Sinai Hospital)
- Coral Building (Grand River & Southfield in conjunction with Michigan Rehabilitation Services)

III. Committee Reports

Executive Committee

Mr. Goss reported that all subcommittees are meeting and reporting consistently to the Executive Committee. A new Construction Committee has been added to the WDB. The committee, linked with the City of Detroit Planning and Development Department, will have access to jobs available on construction projects that are going on within the city.

Time permitting, the Manufacturing Committee will later give a brief report on apprenticeship positions and other jobs relating to tier 1, 2, and 3 suppliers. The need of this committee is to communicate and create broader opportunities with the smaller companies, as well as the larger ones.

Five months ago 72 companies with jobs partnered with Mayor Kilpatrick, the Board, and DWDD to bring jobs to the city of Detroit. Their commitment contributed to the city's unemployment rate falling to 14% (down from 15%). With that in mind, the goal is to continue to reach out to other companies to create jobs for city residents.

After his remarks, Mr. Goss asked each committee representative to report on their committee's latest activities.

Disability Taskforce

Mr. King reported on behalf of Ms. Dorothy Quinn (chairperson). The committee met on June 28, 2005 to review:

- Customized Employment Grant project update;
- Conclusion of the Youth Overcoming Challenges Grant;
- Feedback from employers with concerns/questions for hiring people with disabilities;
- Future Search report on housing, transportation, and employment needs, which will be presented at a future meeting;

The next Disability Council meeting will be held on August 23, 2005 at 707 W. Milwaukee, Room 2C at 8:30 a.m.

Education Advisory Group (EAG)

Ms. Monique White reported on behalf of Ms. Belda Garza (co-chair). The committee's last meeting was on June 10, 2005. Various representatives from the Detroit Public Schools ("DPS"), Business Services Committee, and the Marygrove Assessment Center came together to work toward aligning the goals of the WDB with those of DPS to better prepare young people for work. The meeting specifically looked at manufacturing, construction, and basic services.

Topics discussed included:

- Marygrove Assessment Center discussed ways in which they can help individuals become licensed apprentices;
- The Detroit Public Schools' Workforce and Career Enhancement "WACE" Program, which trains and prepares students in the construction trades;
- The presentation given by Ms. Brenda Belcher, of DPS's Office of Career-Technical Education ("CTE"), which was formerly called voc-tech; Ms. Belcher reviewed several CTE success stories and how DPS is working toward changing the stigma associated with CTE;

The EAG is off during the summer months. Meetings are expected to resume in the fall.

Manufacturing Committee

Mr. Melvin Gupton reported on behalf of Byron Carter (chair). Mr. Carter has been out strategically recruiting members for the Manufacturing Committee. The Committee recruits differently from others, in that it first conducts site visits to manufacturing companies and training providers. Its most recent activities include:

- Chairman Carter and WDB staff visited the Detroit Manufacturing Training Center on May 23, 2005;

- Scheduled site visitations will include Johnson Control and many other tier 1, 2, and 3 suppliers over the next several months;
- Proposed Fall event – A Detroit Manufacturing Symposium

Business Services

Ms. White reported on behalf of co-chairs Dr. Gregory and Mr. Calvin Sharp. The Business Services Committee has push-started all of its sub-committees, which include Construction, Healthcare, Manufacturing, and Services.

Mr. Dalton Roberson was recently appointed the Services Committee chair. The services committee entails personal services, hospitality, banking, retail, and restaurant.

The upcoming event for the committee will be the Manufacturing Symposium that will gather together the key players in the manufacturing community. The goal of the symposium is to allow DWDD and its contractors to better prepare for the jobs in this changing industry.

Healthcare Committee

Mr. Jim Flanegin reported that the committee continues to meet monthly with 30 to 40 stakeholders. The members have partnered to submit grants to start new training programs for RNs, LPNs, certified nursing assistants, and allied health careers. Mr. Flanegin also reported there's a great need for teachers in healthcare. Their next meeting will be held on July 27, 2005 at 9:00 a.m. at the Henry Ford Community College M-Tec Center in Dearborn.

Marketing Committee

Mr. Carl Bentley reported that four (4) logos are being considered by the committee and recommendations would be submitted to the WDB for approval. The Kick Off event in September will display the department's brand name and logo.

In addition, Mr. Bentley stated that the Speaker's Bureaus is still looking for individuals to help. Those interested are urged to contact Richard Carson or Melvin Gupton.

Youth Advisory Council (YAC)

Mr. John King reported that the council met on July 7, 2005 and discussed the following:

- The Mayor's Youth Summer Employment Initiative ("YSEI") is a joint initiative between the Mayor and the WDB. The goal of this initiative is to put as many youth to work for the summer as possible. Donations were solicited from businesses and organizations around the city.

The Board would like to thank: CVS, St. John Health Systems, Detroit Youth Foundation, JVS, The Resource Network, and SER Metro for their donations. The total amount of funds raised thus far is \$367,000 and the goal is to reach \$400,000. Donations are still being accepted.

- The Youth Council has also looked at ways to link the greater needs of the youth in the community. CareerWorks, Inc. and Gear Up! is a joint mentoring program funded by the state serving approximately 7,000 youths. The program works with ninth (9th) graders until they graduate by monitoring their grades and progress. CareerWorks, Inc. and DPS also work with college bound youth by mentoring them and providing summer employment and other activities that promote student achievement.
- Next Wednesday, July 13, 2005, is Metro Youth Day at Belle Isle from 8:00 a.m. to 6:00 p.m. Various activities and contests for youth ages 2-17 years old will be available. The major sponsor is the Eastern Market Association.

The next Youth Council meeting will be hosted by the Detroit Job Corps on September 1, 2005 at 9:00 a.m. The meeting will take place at its residential center located at 11000 Woodrow Wilson. Breakfast will be served.

Prisoner Re-entry Initiative

Dr. Veronica Madrigal reported that the Correction-to-Work Taskforce meets monthly with Ms. Jocelyn Fitzpatrick. The committee has partnered with the Community Correction and Mental Health Agency, Wings of Faith, and the United Way of Southeast Michigan. The committee is looking for employers willing to return the dignity of ex-prisoners by providing employment opportunities, thereby removing the stigma ex-offenders experience. The committee is in need of partners, mentors, employers, and others to provide support.

DWDD is also working closely with the Department of Corrections in connection with counseling, substance abuse, and its fatherhood initiative that engages returning citizens, as well as incarcerated fathers. Although grants are funded for this program, it is still not enough. Therefore, the committee plans to ask for assistance to help fathers complete the program.

IV. Presentation: Mobile One-Stop Service Centers.....Rex Powers

Rex Powers a representative of Mobile One-Stop Service Centers gave a brief introduction and hands-on experience with one of the mobile units that were made available for viewing after the meeting. The Farber Specialty Vehicles,

Inc. is a family owned company. Currently, Ken Farber is the CEO of Careers In Motion ("CIM Group").

The mobile unit takes clients away from the traditional unemployment office setting. These mobile centers can provide services in any area via satellite. Each unit is equipped with the latest technology and also has an electronic lift to maintain compliance with the laws on customer accessibility. The mobile units are designed to make it convenient to file unemployment claims, connect to jobseekers, and teach programs to youth, parents, and those with disabilities.

The benefits of one recreational vehicle ("RV") mobile unit:

- Costs range from \$250,000 to \$300,000;
- Useful for collecting unemployment claims away from brick and mortar;
- Yearly maintenance of up to \$1,000,000;
- An invaluable outreach to consumers without transportation;
- A vehicle for strategic marketing;

Many states like Maryland, Connecticut, Florida, and Texas are currently using mobile units to reach out to the consumers in their rural areas. Michigan Works! agencies in other parts of the state are looking at procuring one.

Old Business/New Business/Announcements

DWDD won two competitive statewide Michigan Works! Association's Challenge of Excellence Awards:

- Ms. Dorothy Quinn of Michigan Rehabilitation Services was selected as the *Partner of the Year*;
- Mr. Kyle Smith of Iron Mountain was chosen as the *Unemployment-to-Work Business Volunteer of the Year*;

Additionally Joseph Gabelsberger, a Veterans' Employment Specialist, won the Robert T. Pendleton Award for Excellence in Service to Veterans. He was presented with his competitive award in April. The WDB recognized and congratulated all the award winners for their hard work and dedication.

- Mr. Goss encouraged attendees to join a committee and gave them the role of a committee member. That role is to agree, disagree, discuss, and reach consensus for change.
- The next scheduled meeting will be Thursday, November 17, 2005; Work First proposal recommendations from the Contract Management Committee will be voted on by the Executive Committee at its September meeting.

VI. Adjournment

Having no further business, the meeting was adjourned at 10:30 a.m. Members and guests were invited to stop and tour the mobile one-stop unit parked in front of the building.

Meeting Attendance WDB Members

WDB MEMBERS / Title	REPRESENTING
Tom Goss Chairman	Goss, LLC.
Carl Bentley Director	Strategic Staffing Solutions
Jim Flangein Corporate Director Recruitment	St. John Health Systems
Anita Friday (alternate Narvia Twyman)	External Benefit Services for Unemployment Insurance Agency
Gregory Handel Senior Director	Detroit Regional Chamber
John Hayden V.P. Human Resources	Henry Ford Health System
Veronica Madrigal District Manager	Family Independence Agency
Sharon Mattic Contract Compliance Officer	Certified Compliance Services
Dr. Rhonda Paul Consultant	Career Development Associates
David Purdy Regional Manager	CVS Pharmacy

DWDD STAFF	
Cynthia Bell	Deputy Director
John King	MWA Consultant
Melvin Gupton	Chief of Staff
Janisse Stewart	Executive Manager, Operations
Monique White	WBD Liaison
Elizabeth Stewart	WDB Staff Assistant

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GUESTS	REPRESENTING
David Archer	Employment Central! of Detroit
Carol Ava	Iron Mountain
Anita Baylis	Michigan Rehabilitation Services
Delores Bryant	DWP
Eva G. Dewaelsche	SER Metro
Joseph Gabelsberger	Veteran Services
Hank Galnor	Employment Central! of Detroit
Cathy Hardway	Michigan Rehabilitation Services
Gloria Houze	Employment Central! of Detroit
Sharon Jamal	Detroit's Work Place
Barbara Keykenlar	ACS
Karen Koswenski	Operation Able
Jennifer Lane	Foundation for Behavioral Resources
Lindiwe S. Lester	YMCA
Patricia Little	Michigan Rehabilitation Services
Shani Niang	Detroit Workforce Network
Barbara Nurenberg	Jewish Vocational Services
Leah Rosenbaum	Jewish Vocational Services
Janice Saur	The Resource Network
Jacki Stefko	Center for Independent Living
Alfred Taylor, Jr.	The Resource Network
Damon Terrell	Mack Alive
Alberto Uribe	Detroit's Work Place
Celia M. Washington	Walk with Me
Michael Wofford	Employment Central! of Detroit